

# ENVIRONMENTAL STEWARDSHIP SCOPE DEFINITION FINAL WORK GROUP CHARTER

## A. Introduction

Recent legislation directs the Department of Water Resources (DWR) to prepare a Central Valley Flood Protection Plan and submit it to the Central Valley Flood Protection Board (the Board) by January 1, 2012. The Central Valley Flood Protection Plan will document and assess current performance of the State-federal flood protection system in the Sacramento and San Joaquin Valleys and make recommendations to improve integrated flood management for much of the Sacramento and San Joaquin Valleys.

Preparation of this plan is urgent since the personal safety, ecosystem, and economic stability of large segments of the Central Valley rely on or are at risk from flood management systems that do not meet modern engineering or environmental standards.

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This charter describes the charge and context for the Environmental Stewardship Scope Definition Work Group that will assist DWR in developing recommendations for the scope of the Central Valley Flood Protection Plan.

## B. Background

DWR is required to prepare a sustainable, integrated flood management plan called the “Central Valley Flood Protection Plan” by January 1, 2012, for adoption by the Board by July 1, 2012. The plan is to focus on areas of the Central Valley currently receiving protection from the State Plan of Flood Control facilities<sup>1</sup>, and will be updated every five years.

The 2012 Central Valley Flood Protection Plan will:

- Promote understanding of existing conditions, likely future challenges, problems, opportunities, and goals and objectives of integrated flood management in the Central Valley from various perspectives (including state, federal, tribal, local, regional, and other interests).
- Develop a broadly supported vision for improvement of integrated flood management in the Central Valley.

<sup>1</sup> A system of approximately 1,600 miles of federal levees that the Board or DWR has committed to maintain

A comprehensive communications and engagement process has been designed to allow active participation by all partners and interested parties throughout each step of the Central Valley Flood Protection Plan development process. This engagement process is designed to share and solicit information, generate recommended plan content, promote feedback, and allow input from partners and the public. This collaborative approach to developing the Central Valley Flood Protection Plan is intended to promote a deeper understanding of flood management challenges and threats in the Central Valley from various perspectives, uncover opportunities for shared action, and produce a plan broadly supported by people at risk.

The study area for the Central Valley Flood Protection Plan encompasses the drainage areas of the two major river systems of the Central Valley – the Sacramento and San Joaquin Rivers – as shown in Figure 1. Pursuant to the recent legislation, the benefit focus area includes the lands protected by facilities of the State Plan of Flood Control, generally within the Sacramento and San Joaquin Valley floors. In order to develop a sustainable plan for improving integrated flood management, the study will consider all factors within the Sacramento and San Joaquin Valley watersheds that can influence flooding in the benefit focus area. DWR will coordinate the development of the Central Valley Flood Protection Plan with other ongoing programs and projects in the Sacramento-San Joaquin Valley, including Delta and consideration of the potential impacts of Central Valley Flood Protection Plan recommendations on Delta conditions.

### **C. Work Group Focus**

The Environmental Stewardship Scope Definition Work Group will provide input to the following questions:

1. What are the environmental stewardship and conservation challenges within the project area that should be considered by the 2012 Central Valley Flood Protection Plan? This should include both environmental constraints on the flood system as well as environmental impacts from the flood system.
2. What types or categories of opportunities are available to address objectives of this environmental stewardship and conservation approach? How can we best coordinate with other planning efforts and improve upon past efforts?
3. What are the key principles for guiding the development, integration and implementation of environmental stewardship features of the CVFPP?
4. What are the major environmental goals that should be included in the CVFPP?
5. What should be measured to demonstrate that the CVFPP successfully integrates and achieves environmental stewardship and conservation goals?

### **D. Charge & Deliverables**

The charge of the Environmental Stewardship Scope Definition Work Group is to produce the following products. The resulting written material will inform all relevant work to develop content for the Central Valley Flood Protection Plan. The first direct application of the products of the Environmental Stewardship Scope Definition Work Group will be in the five Regional Conditions Summary Work Groups. Specific conservation goals related to environmental stewardship will be developed in the Regional Conditions Summary Work Groups, along with all of the other flood management goals for that region.

1. A description of the major environmental challenges, categorized into priority groups, that the CVFPP should address. Additional details about the specific existing conditions and future challenges related to environmental stewardship and conservation will be developed and captured in the Regional Conditions Summary Work Groups.
2. A description of major opportunities that the CVFPP should consider for addressing the major challenges, including recommendations for improving upon past efforts and coordinating with current efforts.
3. A list of the key principles for guiding the development, integration and implementation of environmental stewardship features of the CVFPP
4. A list of the major environmental goals that should be included in the CVFPP
5. A description of approaches or measures to evaluate CVFPP's effective integration and implementation of environmental stewardship elements.
6. Recommendations for important documents that should be used as a reference material related to environmental stewardship including existing conditions, challenges, opportunities, goals and objectives.

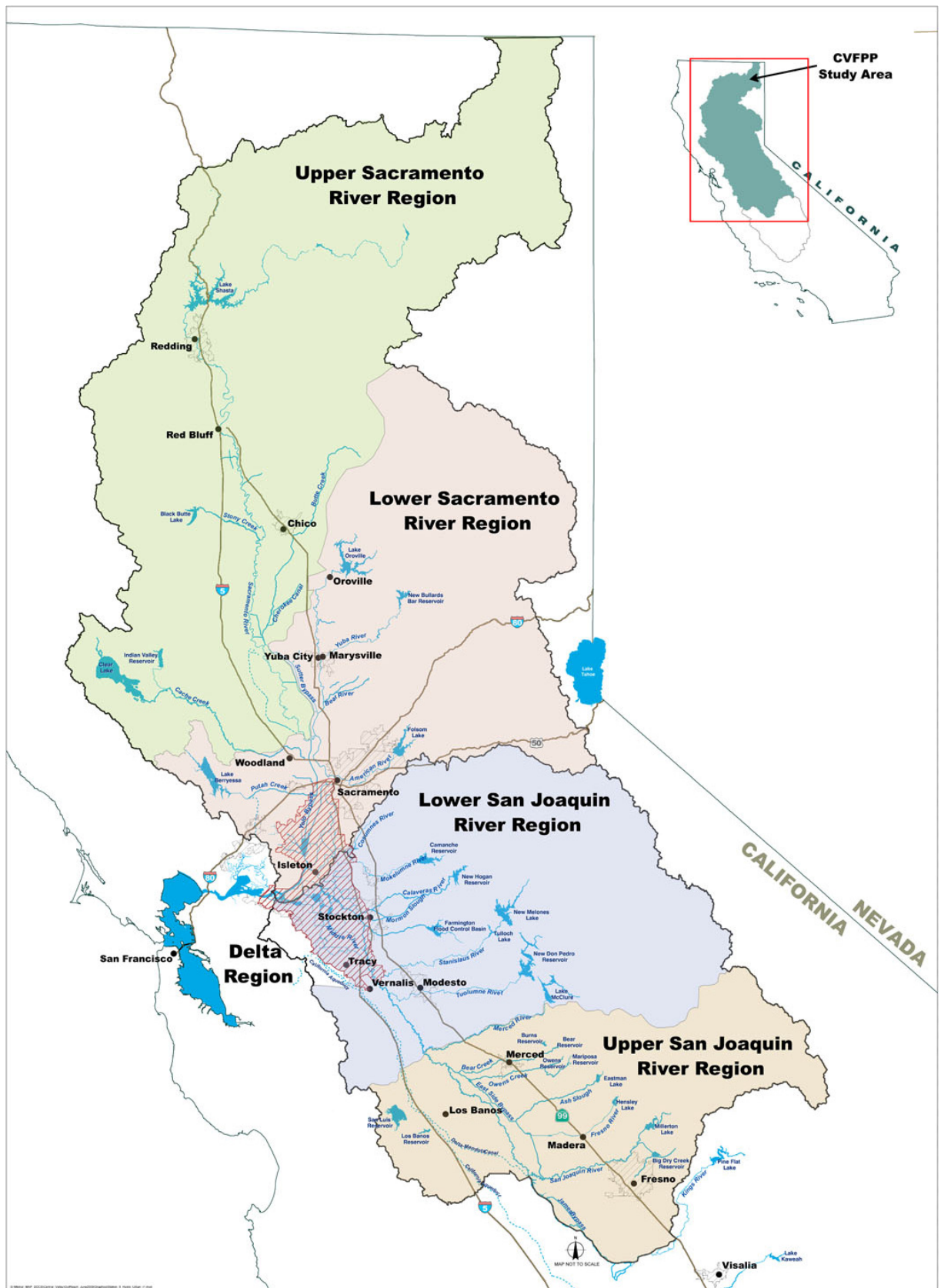


Figure 1. Central Valley Flood Protection Plan Study Area

## **E. Importance**

The Environmental Stewardship Scope Definition Work Group will assist DWR in the critical function of defining how environmental stewardship will be incorporated in the Central Valley Flood Protection Plan.

## **F. Membership**

Members are selected by DWR based on an application process. The work group size will be limited to a maximum of 35 people to allow for facilitated dialogue and interaction. DWR seeks group members who will represent a broad range of interests and perspectives. All members will be expected to have sufficient knowledge to help develop the desired information outlined in Charter Section C (Work Group Focus).

Regular attendance will be essential to the continuity of the group. DWR may permit alternates on a case-by-case basis. If alternates are permitted, they are expected to act with full authority of the member. The member and alternate must remain fully briefed and able to work without causing the group to revisit items previously considered.

## **G. Participants**

Executive Sponsor: Ken Kirby

DWR Lead: Marc Hoshovsky

Central Valley Flood Planning Office Representative: Michele Ng

Work Group members: See Contact List

Consulting Agencies: Central Valley Flood Protection Board, U.S. Army Corps of Engineers, California Natural Resources Agency

Other Key Technical Support: DWR has assembled a team consisting of DWR staff above, MWH, EDAW/AECOM

Collaboration/Facilitation Team: Kearns & West

## **H. Roles and Responsibilities**

- The Executive Sponsors and Team Leader will provide policy guidance and adequate resources for development of Work Group deliverables. This team is also responsible for ensuring that the work of the Work Group remains within scope.
- Key Technical Team Staff consist of topic-specific subject matter experts from DWR, and outside expertise as needed. Staff will communicate and convene as needed to meet with, plan, and support the Work Group on specific work assignments.

- In addition to meeting management, facilitators provide neutral leadership to the dialogue process. The facilitators are **content neutral**, which means they will not try to promote a particular outcome for the group but instead work with the group to develop the best findings the group is able to produce. The facilitators are **not process neutral**, which means they will work to help the group stay within scope and follow the terms of the charter. They will also actively suggest methods to accomplish tasks and oversee preparation of meeting notes.
- Individual Members:
  - Act as a liaison to communicate information to and from their organizations
  - Act in a manner that will enhance trust among all partners and interested parties
  - Contribute expertise, data and information to clarify discussions, eliminate false assumptions, and advance innovation in creating recommended content.
- Sub-Committees may be convened to address specific topics or questions. Requests for sub-committee work will be bounded by specific timeframes and specific technical or policy questions to be considered. Sub-committees will be composed of individuals with expertise necessary to address the questions under consideration.

## I. Other Related Projects

The Work Group activities are an integral part of a much larger FloodSAFE Initiative. The FloodSAFE Initiative builds upon the State's ongoing flood management work, especially progress made over the past few years, since Governor Schwarzenegger called for improved maintenance, system rehabilitation, effective emergency response, and sustainable funding. Additional information on the FloodSAFE Initiative may be found at [www.water.ca.gov/floodsafe](http://www.water.ca.gov/floodsafe).

Other State of California public processes that intersect with this element of flood planning include:

- Delta Levee Improvements Program (Delta Special Projects, Delta Subventions)
- Bay Delta Conservation Plan
  - Delta Habitat Conservation and Conveyance Program
- Delta Vision
- DWR Climate Change Studies and California Climate Action Team
- DWR Emergency Response Planning
- DWR Levee Inspection and Reporting Activities
- DWR Levee Maintenance Activities
- FloodSAFE Central Valley Floodplain Evaluation and Delineation Program
- FloodSAFE Environmental Conservation Strategy Portfolio
- FloodSAFE Local Agency Assistance Program
- FloodSAFE Statewide Flood Management Planning Project
- FloodSAFE Urban and Non-Urban Levee Evaluation Programs
- Integrated Regional Water Management Planning Program
- Flood System, Water Supply and Reservoir Reoperation Studies
- Surface Storage Investigation Program
- San Joaquin River Restoration Planning Program
- Various ongoing U.S. Army Corps of Engineers plans and projects in the Central Valley

**Goals of FloodSAFE California:**

- **Reduce the Chance of Flooding** - Reduce the frequency and size of floods that could damage California communities, homes and property, and critical public infrastructure.
- **Reduce the Consequences of Flooding** - Take actions prior to flooding that will help reduce the adverse consequences of floods when they do occur and allow for quicker recovery after flooding.
- **Sustain Economic Growth** - Provide continuing opportunities for prudent economic development that supports robust regional and statewide economies without creating additional flood risk.
- **Protect and Enhance Ecosystems** - Improve flood management systems in ways that protect, restore and where possible enhance ecosystems and other public trust resources.
- **Promote Sustainability** - Take actions that improve compatibility with the natural environment and reduce the expected costs to operate and maintain flood management systems into the future.

**FloodSAFE Vision:**

*A sustainable integrated flood management and emergency response system throughout California that improves public safety, protects and enhances environmental and cultural resources, and supports economic growth by reducing the probability of destructive floods, promoting beneficial floodplain processes, and lowering the damages caused by flooding.*

## J. Products Review Process

Work products of the Work Group will be considered by the Plan Development Team—which includes DWR, Central Valley Flood Protection Board, and U.S. Army Corps of Engineers staff and consultants—and incorporated into the draft documents prepared in support of the CVFPP. Draft content prepared by the Plan Development Team will be reviewed by the Central Valley Flood Management Planning Executive Management Team, the FloodSAFE Executive Team, and DWR Executive.

The Central Valley Flood Protection Board is responsible for adopting a plan that will meet the requirements of the authorizing legislation and provide direction for broadly supported actions to improve integrated flood management.

## K. Schedule and Work Plan

DWR and Work Group operate under specific, legislatively directed time lines. The Environmental Stewardship Scope Definition Work Group will be convened in July 2009, and is expected to continue through September 2009. The frequency of Work Groups meetings is expected to be twice per month. The frequency of meetings will be determined by the work needed to accomplish the Work Group charge.

Depending on need, the Project Leadership may request formation of one or more sub-committees (see section on Roles and Responsibilities). Sub-committee meetings will be scheduled as required.

## L. Decision-Making within Work Group

The Work Group will operate as a body seeking broad agreement in its efforts to accomplish its charge.

Input is used to assist the Sponsors and Team in understanding the extent to which there is shared perspective or meaning about the items being considered. Items moved forward as a group product will be considered by the full Work Group. Items before the body will be presented in writing and members allowed sufficient time to consider them. Members will be permitted to note their level of support for an item under discussion as ranging from Unqualified Support, General Support, Qualified Support, Qualified Disagreement, to Fundamental Disagreement. The level of support for various items will be recorded. If an item receives a level of disagreement, the group will be asked to continue working to reach agreement or until it appears a resolution is not necessary or attainable. At that time, the facilitation team will note the nature of the disagreement, and in consultation with the Work Group and sponsors, make a determination as to the best way to proceed in the particular topic area. Straw polls or requests for general preferences may also be conducted. These types of inquiries are for the purpose of refining ideas, providing direction to the project staff, or both.

## **M. Protocols, Standing Ground Rules & Group Statements**

### **Protocols**

- Outside of work group meetings, people will represent comments made in these meetings as organizational or general group comments. Personal references should be avoided.
- All members agree to act in good faith in all aspects of this process and to communicate their interests.
- Members agree not to make commitments they do not intend to keep.
- Parties will act consistently in other forums where similar topics are being discussed, including sessions with the press.
- Members agree to make a concerted effort to provide requested information to other members or to explain the reason why not.
- Meeting notes will be prepared with a focus on key points, ideas, and action items rather than as transcripts. Unless very specific to understanding the content, references will generally be made to the content rather than the members.

### **Standing Ground Rules**

- Use common conversational courtesy. (Don't interrupt, use appropriate language, avoid third party discussions, etc.)
- Humor is welcome and important, but humor should never be at someone else's expense.
- All ideas and points have value - You may hear something you do not agree with. Please remember that the purpose of the forum is to share ideas. All ideas have value in this setting. You are not required to defend or promote your perspective, but you are asked to share it. If you believe another approach is better, offer it as a constructive alternative. Please avoid ascribing motives to others.
- Members have a right to change their minds as information is discussed and conditions change.
- Cell Phone/ PDA Courtesy - Most of the participants have demanding responsibilities outside of the meeting room. We ask for your attention during the full meeting. Please turn cell phones, or any other communication item with an on/off switch to "silent." If



you do not believe you will be able to participate fully, please discuss your situation with one of the facilitators.

- Be comfortable - Please help yourself to refreshments or take personal breaks.
- Spelling doesn't count
- Honor time
- We have ambitious meeting agendas; in order to meet our goals, it will be important to follow the time guidelines provided by the facilitator.

### **Group Statements**

At the end of each full group meeting, the group will outline the key information and outcomes that the group would like to share with others. Similar to a press release, this will allow members to provide consistent information to their constituents about what is being considered and the progress being made by the group.

## **N. Amendments**

The Work Group may amend the charter in consultation with the Executive Sponsors and Team Leader.